

The **Parks and Recreation Board** met Monday, January 26, 2015, 4:30pm, at the Parks office. Present at said meeting were Pat Flannelly, Karen Springer, John MacDonald, Aimee Jacobsen and Jeff Love. Jan Fawley, Pennie Ainsworth, Lee Booth, Chris Foley, Bess Witcosky, Dan Dunten and Cheryl Kolb represented the department. Also present was Clerk-Treasurer, Judy Rhodes. Absent were Park Board Attorney, Andy Gutwein, and Council President, Ann Hunt.

Karen convened the Board at 4:36pm.

The first item of the agenda was the approval of the minutes from the December 15, 2014 meeting. John motioned to approve the minutes. Jeff seconded the motion, and the motion carried.

Assistant Superintendent – Pennie reported on the following:

- Attended the Indiana Parks and Recreation Annual Conference, January 14-16, held in Michigan City, IN. I attended several good educational sessions. I especially found the session, The ABC's of Comprehensive Planning, and the session titled, Inclusion, very informative.
- Our 20th Annual Global Fest will be held on Saturday, September 5. Our first committee meeting will be this Friday. Last week Jan and I, along with Jeff, met with Mike Brezezinski, Dean of International Programs. Jeff arranged the meeting for us. We are working to get Purdue involved with the event. Mike emailed today to let us know that he has asked Dave Ayres, from his office, to attend the meeting.
- I attended an ADA meeting last week. We met with gh-accessibility. They are going to work with the City to help with providing Braille documents if we receive a request for information in that format.
- Arni's Restaurants have donated \$2,000.00 to us. Brad Cohen has requested it to be used for an improvement at the Arni Cohen softball fields.
- T.L. Kincaid Contracting, Inc. will be starting work on the restroom buildings next week. They were hired to update the restrooms at Cumberland Park, Happy Hollow Park and the Lilly Nature Center, making them accessible.

Parks – Lee reported on the following:

- Inspections are available.
- Continuing with clean up for facilities.
- Still working on installing new grills at Shelter # 3 and Shelter # 4 in Happy Hollow Park.
- Refinishing park signs is almost complete.
- Snow removal as needed.
- General maintenance in all parks.

Recreation – Chris reported on the following:

- The 2nd and 3rd grade basketball program played their first games on Saturday, January 10. Seventy-nine children are participating in the program and is coordinated by Tim Whiteaker.
- Tax is now being charged to the facility rentals and skate rental fees.
- Riverside Skating Center continues to be a popular place this winter. Attendance has been very good. The weather really plays a large part. Despite some days of frigid

temperatures, the rink is having a good year. The one-day Learn to Skate Clinic was cancelled this season due to weather (rain).

- Group Ice skating lessons began January 17, with sixty-two children participating. The four-week lessons will continue through February 7.
- The Center's annual Dare to Bear will be held, Friday, February 6, from 7-8:30pm. Brave skaters will make laps around the ice rink in their bathing suits or costumes.

Morton Center – Bess reported on the following:

2014 Recap

- Family Fun Day 2014: Morton was invited to participate in the WL Public Library's Family Fun Day on Sunday, October 26, 2014 from 1p-4p. Thirteen instructors participated along with around ten students from Morton classes. We saw steady traffic throughout the day with an estimated 125 visitors. We will be participating in this event again this year and it will replace our Popcorn Social Open House.
- Family Fun Day was the same day we had 40 fraternity brothers from Phi Gamma Delta come do volunteer work at Morton. They helped set up tables, chairs, and a sound system for the event. Then they proceeded to wipe down and disinfect all the walls in Morton and clean a number of Morton's windows. They brought their own supplies and ladders. They did a great job and were a pleasure to work with.
- Jeannette Rehmel's Art Show opening on Nov. 8 was very well attended. 135 people signed in, but an estimate of the total number in attendance was closer to 185. This is over double the attendance from last year.
- Fall Enrollments 2014: 1270, down by 15 registrations compared to 2013- 1285
Year End 2014: 3959, down 90 registrations compared to 2013- 4050

January 2015

- Winter/Spring enrollments are going well. Youth Art and Yoga are the standouts right now.
- Visiting scholars from Afghanistan will be speaking at Morton this Wed. 28th from 4p-5p, Rm 211
- A Morton Faculty meeting is scheduled for Saturday, Feb 7.

Pat took over the meeting at this point.

Stewardship – Dan reported on the following:

- This is the 14th year for our Wednesdays in the Wild program where we offer educational, nature-related programs. It is a combined effort of the West Lafayette and Tippecanoe County Parks & Recreation departments, plus representatives from NICHES, Purdue, INPAWS, Audubon Society and several volunteers. Most of the sessions are held in the afternoon. Normal attendance is around twenty-five people.
 - Another publication is Native Roots, a publication that includes nature-related programs and activities going on throughout this part of the state. Joan Mohr Samuels publishes both of these documents.
- Joan is also responsible for taking care of all of the media contacts.

Superintendent – Jan reported on the following:

- Fire & Police requesting the use of Lee's vacant house for training efforts.
 - Assistant Fire Chief, Tony Schutter to be in charge; Fire training efforts to include search & rescue inside, will use a smoke machine, and if weather is good, they'll be working on ladders to the roof.
 - Police Training Officer David Lord to be in charge; Police training efforts to include searching rooms for various fake contraband, may use tear gas, utilize K-9 officers, plan coordinated attacks on the house.
 - Spoke with insurance rep, that police and fire must secure the building when complete, to ensure that it doesn't become an "attractive nuisance." Will maintain insurance till demolished.
- IPRA State Conference
Chris, Pennie, Dan & I attended. Sessions about background checks, nature programs, a program for promoting our efforts to the community, inclusion, and lots of networking
- Master Plan Work
Met w Development Staff last week. They requested to put our Master Plan on hold until fall, so they can complete the City's Strategic Plan. I agreed so we can see what citizens can be involved in our process, have some ideas about where we want to go with our plan, and also to be sure funding is available.
- Bicycle & Pedestrian Plan Grant Opportunity
Working with the City Engineer, Dave Buck and Jennifer Pyrz of Parsons Brinckerhoff to submit an application for \$20,000 grant. Grant is awarded by IN State Dept. of Health. Begin process by July 1, 2015, completed by June 29, 2016.
- Inter-local agreement with West Lafayette Community School Corporation:
Gave Karen Springer a copy of an old one, but that hasn't been used for a number of years. Would like to explore the possibility of completing a new one. Will need to meet with Rocky Killian to move forward with this idea.
- Insurance meeting held:
Last year, Only 4 worker's comp claims w/ minimal dollars out; 1 property claim; gave us a list of facilities and equipment to be reviewed for proper insurance.
- Program Planning
Those involved in program efforts will be meeting next week for a brainstorming session. Feel free to share any program ideas you'd like to see us initiate, or that you've heard from others.
- Staff Retreat:
Goals of staff retreat includes "Strengthfinders", Team building session, finding efficiencies in staff duties, budgeting, encouraging staff to be creative in idea sharing. Sometime in late February?
- Parks Board Retreat?
Goals of a Parks Board retreat include "Strengthfinders," Parks Board roles, setting priorities for budget 2016. Sometime in March?

Old Business**NRO Fund**

Park Superintendent Janet Fawley stated the number one goal for the NRO fund is to have revenue & expenses at a break-even level. To do that, she supports having full-time wages removed from the NRO fund.

To address the 2015 budget shortfall in NRO, Clerk-Treasurer Judy Rhodes explained that the plan is to move EDIT funds at the Mayor's discretion to the Parks & Recreation Fund to cover additional Morton full-time employee wages this year. Parks Board or City Council then approves the appropriations for the specific line items.

Clerk-Treasurer Rhodes recommended that a long term solution is to close the Non-Reverting Capital Pool Fund, and place those funds into the Parks & Recreation Fund (Parks Board Fund) for the 2016 Budget. This would create a single fund that would fund Parks operations, along with the continued support from the Cumulative Capital Development fund for maintenance of Parks facilities.

Clerk-Treasurer Judy Rhodes gave the following reasons for this being the best long term solution: because:

1. The State of IN has changed the funding sources, and the City is now utilizing the TIF Districts to fund capital projects. Capital to support park projects/equipment is being done primarily through the TIF Districts.
2. The purpose of the NR Capital Pool Fund is obsolete since a potential new pool would be paid for through the Redevelopment Commission.
3. There is no record that the Non-Reverting Capital Pool Fund was ever formally established by City Council.
4. Pool operations are paid for through the Parks & Recreation Fund, and pool receipts go to the Parks & Rec Fund. Pool maintenance would be paid of the consolidated Park & Recreation Fund.
5. The Parks & Recreation Fund is sustained by the City levy which is a funding resource that will grow and will be available as Parks needs are identified through the budget process.

By the beginning of March, we need to get the appropriations process resolved. Aimee suggested that we hold a "caucus" meeting prior to our next Parks Board meeting to be able to discuss this more effectively.

New Business – n/a**West Lafayette School Board – Karen reported the following:**

- At our organizational meeting on January 14, we elected Board Officers for 2015. Alan Karpick will continue as President, I will continue as Vice-President and Brad Marley will continue as Secretary.
- Under Academic Achievement, all three schools, plus the Corporation, have received an "A". The graduation rate for 2014 was just under 99%.
- School Makeup Days – Monday, February 16, is snow makeup day # 1 and Friday, April 3, is snow makeup day # 2. Rocky has requested a waiver for days missed because of the extreme cold. If the state denies the request, those makeup days would be after Memorial Day.

- Karen discussed the facilities agreement between the School Corporation and the City is outdated and is going to be revisited and revised, at which point she will bring it back to the Park Board for both parties to discuss/approve/sign.

Wabash River

- Pat noted WREC will meet next week, at which Jan corrected and said the group met last week. She provided an update, noting the properties acquired are still in the process of being traded, demolished, etc. Riverfest was also discussed, noting there was a Riverfest meeting last week. Jan also noted she is meeting with Stan on Wednesday for him to help identify all of the different projects going on.

Public Comment

Jan provided the following information:

1. Date: 1-21-15, from Vern Hillsman regarding construction workers parking vehicles on the trail between Cumberland and Lindberg. Lee talked to engineers/contractors
2. Date: 1-26-15, from Dona Thomas (University Farm) concerned that sign at park had been removed. Maintenance staff are repainting and resealing that and other signs that need the rehab. Happy Hollow is completed

Pay Claims

Amy motioned for claims to be paid. John seconded the motion, and the motion carried.

Adjourn

John motioned to adjourn the meeting. Karen seconded the motion, and the meeting adjourned at 5:42pm.

Next Meeting Date

The next Park Board meeting will be Monday, February 23, 2015.

Presiding Officer

Secretary

File: Cheryl/2015Park Board Minutes/Minutes#01/January2015